

## RECORD OF PUBLIC BID OPENING

Requisition # K-074330

Bid Title: HIGHWAY SIGNING MATERIAL

Bid Closing Date: August 25, 2008 @ 5:00 PM

**STATUS – AWARDED TO: 3M COMPANY**

DIMENSIONS VARY PER PRODUCT ITEM

DESCRIPTION RETROREFLECTIVE SHEETING	SUB TOTAL	
ASTM D 4956 TYPE IV (3M Series 3930)	\$3,550.24	
ASTM D 4956 TYPE IX (3M Series 3990)	\$8,079.85	
ASTM D 4956 TYPE IX (3M Series 3983/3924S/3981)	\$6,825.00	
TYPE IV & TYPE IX PROCESS COLORS/INKS	N/C	
ASTM D 4956 WHITE/SILVER TYPE IV	Series "C"	Series "D"
	\$98.04	\$135.05
BLACK (Non-Reflective) LETTERS	Series "C"	Series "D"
	\$120.61	\$120.61
ASTM D 4956(+) WHITE/SILVER TYPE IX	\$176.08	
ASTM D 4956 TYPE III WHITE/YELLOW/ORANGE (3M Series 3810I)	\$4,680.00	
ASTM D 4956(+) TYPE III BARRICADE SHEETING (3M Series 336L/336R)	\$2,465.00	
	OVER ALL TOTAL BID <b>\$26,250.48</b>	

**ADDENDUM #1**  
**Issued August 18, 2008**

**HIGHWAY SIGNING MATERIALS**  
**(Retroreflective Sheeting and Process Colors/Inks)**

**REQUISITION NUMBER: K-074330**

Contractor / Business Name: \_\_\_\_\_

The following reflects \*changes or additions made to the 'Quotation Schedule' for the above mentioned project. All other information shall remain the same.

**IDAHO TRANSPORTATION DEPARTMENT**  
**QUOTATION SCHEDULE**  
**HIGHWAY SIGNING MATERIALS**  
**(Retroreflective Sheeting and Process Colors/Inks)**

**GROUP #1**

ASTM D 4956 TYPE IV (Retroreflective) Sheeting with Pressure Sensitive Adhesive  
Silver/White, Yellow, Red, Blue, Green and Brown

**TYPE IV RETROREFLECTIVE SHEETING**

ITEM #	DESCRIPTION	UNIT PRICE	PRICE PER SQ. FT.	EXTENDED PRICE
1	¾" x 50 yards			
2	5/8" x 50 yards			
3	1" x 50 yards			
4	2" x 50 yards			
5	4" x 50 yards			
6	6" x 50 yards			
7	12-3/4" x 100 yards			
8	18" x 50 yards			
9	24" x 50 yards			
10	30" x 50 yards			
11	36" x 50 yards			
12	48" x 50 yards			

**SUB TOTAL: \$** \_\_\_\_\_

**GROUP #1**

ASTM D 4956 TYPE IX (Retroreflective) Sheeting with Pressure Sensitive Adhesive  
Silver/White, Yellow, Red, Blue, Green, and Brown

**\*TYPE IX RETROREFLECTIVE SHEETING**

ITEM #	DESCRIPTION	UNIT PRICE	PRICE PER SQ. FT.	EXTENDED PRICE
1	¾" x 50 yards			
2	5/8" x 50 yards			
3	1" x 50 yards			
4	2" x 50 yards			
5	4" x 50 yards			
6	6" x 50 yards			
7	12-3/4" x 100 yards			
8	18" x 50 yards			
9	24" x 50 yards			
10	30" x 50 yards			
11	36" x 50 yards			
12	48" x 50 yards			

**SUB TOTAL: \$** \_\_\_\_\_

**GROUP #1**

ASTM D 4956 TYPE IX (Retroreflective) Sheeting with Pressure Sensitive Adhesive  
Fluorescent Yellow Green (FYG), Fluorescent Orange, Fluorescent Yellow

**\*TYPE IX (FLOURESCENT) RETROREFLECTIVE SHEETING**

ITEM #	DESCRIPTION	UNIT PRICE	PRICE PER SQ. FT.	EXTENDED PRICE
1	18" x 50 yards			
2	24" x 50 yards			
3	30" x 50 yards			
4	36" x 50 yards			
5	48" x 50 yards			

**SUB TOTAL: \$** \_\_\_\_\_

**GROUP #1****\*TYPE IV AND TYPE IX PROCESS COLORS/INKS**

ITEM #	DESCRIPTION	PRICE PER GALLON	EXTENDED PRICE
1	Interstate Green 3M #888I or equal		
2	Interstate Blue 3M #883I or equal		
3	Stop Sign Red 3M #882I or equal		
4	Brown 3M #887I or equal		
5	Construction Orange 3M #886I or equal		
6	Process Color Thinner 3M #819I or equal		
7	Black (Opaque) #885I		

**SUB TOTAL: \$ \_\_\_\_\_**

**NOTE: Shall be compatible with 3M sheeting and furnished by the Contractor under the contract regardless of source or process paint. Process Colors (and Thinner) for use on TYPE IV and TYPE IX (Retroreflective) Sheeting.**

**GROUP #1**

ASTM D 4956 White/Silver Type IV (Retroreflective), "C" and "D" Sign Copy/Letters with Pressure Sensitive Adhesive. ALL letters SHALL be Standard Highway Font in Standard Package of Characters.

**WHITE/SILVER TYPE IV (RETROREFLECTIVE) LETTERS**

	SERIES 'C'	PRICE PER PACKAGE	SERIES 'D'	PRICE PER PACKAGE
Height	4"		4"	
Width	2-3/16"		2-11/16"	
Stroke Width	9/16"		5/8"	
Height	6"		6"	
Width	3-9/32"		4-1/32"	
Stroke Width	27/32"		15/16"	
Height	8"		8"	
Width	4 3/4"		4 7/8"	
Stroke Width	1 1/8"		1 1/4"	
	<b>SERIES "C" Sub Total</b>	\$	<b>SERIES "D" Sub Total</b>	\$

**COMBINED SUB TOTAL / SERIES 'C' & 'D' \$ \_\_\_\_\_**

**GROUP #1**

Black (Non-Reflective) Letters with Pressure Sensitive Adhesive. **ALL** letters shall be Standard Highway Font in Standard Package of Characters.

**BLACK (NON-REFLECTIVE) LETTERS**

	<b>SERIES 'C'</b>	<b>PRICE PER PACKAGE</b>	<b>SERIES 'D'</b>	<b>PRICE PER PACKAGE</b>
Height	<b>4"</b>		<b>4"</b>	
Width	2-3/16"		2-11/16"	
Stroke Width	9/16"		5/8"	
Height	<b>6"</b>		<b>6"</b>	
Width	3-9/32"		4-1/32"	
Stroke Width	27/32"		15/16"	
Height	<b>8"</b>		<b>8"</b>	
Width	4 3/4"		4 7/8"	
Stroke Width	1 1/8"		1 1/4"	
	<b>SERIES 'C'</b>		<b>SERIES 'D'</b>	
	<b>Sub Total</b>	\$	<b>Sub Total</b>	\$

**COMBINED SUB TOTAL SERIES 'C' & 'D' \$**\_\_\_\_\_

**GROUP #1**

ASTM D 4956 Type IX or Greater, White/Silver Direct Applied (Retroreflective) Series "E" Modified Sign Copy/Letters with Pressure Sensitive Adhesive in Standard Interstate Highway Font.

**WHITE/SILVER TYPE IX (RETROREFLECTIVE) LETTERS**

<b>Letter Description and Size</b>	<b>Price Per Each</b>
8" Capital and Lower Case Letters Only	
10" Capital Letters Only	
12" Capital Letters Only	
13.33" Capital and Lower Case Letters Only	
16" Capital and Lower Case Letters Only	
18" Numbers Only	
<b>Borders Type IX</b>	<b>Price Per Each</b>
1" Borders	
2" Borders	

**SERIES "E" Sub Total \$**\_\_\_\_\_

**GROUP #1****SUB TOTALS**

Total Type IV Reflective Sheeting	\$
Total Type IX Reflective Sheeting	\$
Total Type IX Fluorescent Reflective Sheeting	\$
Total Type IV and Type IX Process Colors/Inks	\$
Total Type IV White/Silver (Retroreflective) Letters	\$
Total Black (Non-Reflective) Letters	\$
Total Type IX White/Silver (Retroreflective) Letters	\$

**GRAND TOTAL – GROUP #1 \$**\_\_\_\_\_

**GROUP #2**

Work Zone; Reboundable **Type III** Retroreflective Sheeting with High Tack Pressure Sensitive Adhesive  
This Sheeting is intended for use on work zone traffic control devices with reboundable plastic substrate such as: cones, tubular markers, drums, and snow poles.

- A. White, Yellow, Orange – must conform to ASTM D 4956 Supplementary Requirements for Reboundable sheeting.

**WORK ZONE REBOUNDABLE TYPE III RETROREFLECTIVE SHEETING**

ITEM #	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	1" x 50 yards		
2	2" x 50 yards		
3	3" x 50 yards		
4	4" x 50 yards		
5	5" x 50 yards		
6	6" x 50 yards		
7	7" x 50 yards		
8	8" x 50 yards		
9	9" x 50 yards		
10	10" x 50 yards		
11	11" x 50 yards		
12	12" x 50 yards		

**SUB TOTAL GROUP #2 \$**\_\_\_\_\_

### **GROUP #3**

Specifications for ASTM D 4956 TYPE III OR GREATER Retroreflective Barricade Sheeting

- A. Reflective sheeting shall have High Tack Pressure sensitive adhesive.
- B. Pre-stripped barricade sheeting shall be supplied in 8" and 12" x 50 yd. rolls consisting of left and right hand markings with alternating 6" x 45" degree diagonal (orange & white) or (red & white) stripes.

#### **TYPE 3 (RETROREFLECTIVE) BARRICADE SHEETING**

DESCRIPTION	UNIT PRICE
Rolls (more or less) Barricade Sheeting Left 8" x 50 yards	
Rolls (more or less) Barricade Sheeting Right 8" x 50 yards	
Rolls (more or less) Barricade Sheeting Left 12" x 50 yards	
DESCRIPTION	UNIT PRICE
Rolls (more or less) Barricade Sheeting Right 12" x 50 yards	
Rolls (more or less) Barricade Sheeting Left 48" x 50 yards	
Rolls (more or less) Barricade Sheeting Right 48" x 50 yards	

**SUB TOTAL GROUP #3 \$** \_\_\_\_\_

SUB TOTALS	
Sub Total Group #1	\$
Sub Total Group #2	\$
Sub Total Group #3	\$

**GRAND TOTAL (GROUPS 1, 2, & 3) \$** \_\_\_\_\_

#### **CONTRACT AWARD TO BE "ALL OR NONE"**

ALL PAGES OF YOUR QUOTATION SCHEDULED MUST BE RETURNED, SIGNED WITH AN ORIGINAL SIGNATURE AND DATED

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**IDAHO TRANSPORTATION DEPARTMENT**

**REQUEST FOR QUOTATION**

HIGHWAY SIGNING MATERIALS  
(Retroreflective Sheeting and Process Colors/Inks)

Contract Award shall be **“ALL OR NONE”**

August 12, 2008

**ALL QUOTES** are to be received by 5:00 pm MDT on **August 25, 2008**. Quotes can be mailed, faxed or e-mailed.

**ALL questions relating to this quote shall be FAX to (208) 332-4109**. Questions received after 5:00 PM on August 19, 2008 will not be addressed.

Contact:

Evey McAdams  
Grants Contract Program Specialist  
208 334 8084  
208 332 4109 (fax)  
[evey.mcadams@itd.idaho.gov](mailto:evey.mcadams@itd.idaho.gov)



**IDAHO TRANSPORTATION DEPARTMENT**  
**REQUEST FOR QUOTATION**  
Requisition # K-074330

**HIGHWAY SIGNING MATERIALS**  
**(Retroreflective Sheeting and Process Colors/Inks)**

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Signature Page

RFQ Highway Signing Material

**IDAHO TRANSPORTATION DEPARTMENT  
REQUEST FOR QUOTATION**

**HIGHWAY SIGNING MATERIALS  
(Retroreflective Sheeting and Process Colors/Inks)**

**I. SCOPE OF WORK**

**1. DESCRIPTION**

The Idaho Transportation Department requests quotations from qualified vendors for:

- Group 1  
ASTM D 4956 reflective sheeting TYPES III, IV and IX as specified to include roll goods, direct applied letters, numbers, borders, corners, arrows and process colors/inks.
- Group 2  
ASTM D 4956 reflective sheeting TYPE III reboundable work zone sheeting.
- Group 3  
ASTM D 4956 TYPE III OR GREATER Retroreflective Barricade Sheeting

All vendors' highway signing materials with the exclusion of product specific process colors/inks must be approved prior to submittal for bid and be selected from the Idaho Transportation Department Qualified Products Listing (QPL).

**2. CONTRACT REQUIREMENTS**

The following are mandatory requirements for Highway Signing Materials submitted in response to this solicitation:

- Must conform to the latest D 4956, Standard Specification for Retroreflective Sheeting for Traffic Control as published by the AMERICAN SOCIETY FOR TESTING AND MATERIALS (ASTM), including any and all supplemental specifications.
- All highway signing materials including all sheeting and process colors/inks shall meet or exceed the performance requirements of **3M: Type III; Type IV and Type IX** retroreflective sheeting and must be compatible with 3M products so as not to affect sign performance or manufacturer warranties when more than one manufacturer brand of product is used together in sign fabrication.
- All retroreflective sheeting products must maintain consistence in color and be comparable to 3M sheeting colors to allow for the application of sheeting from different manufacturers within one sign order without variations in color.
- All retroreflective sheeting products must be of consistent color, shading and contrast with consistent application of adhesive throughout the term of the contract.

- The vendor must provide, with their bid documents, the manufacturers technical specifications, certifying that the materials proposed meet or exceed the requirements for the RFQ specifications.
- **NO HEAT ACTIVATED SHEETING OR LETTERS WILL BE ACCEPTED**

**Product Performance:**

Sheeting and Process Colors shall be required to perform under varying conditions without loss of adhesion, deterioration or de-lamination of sheeting or break down of product composition below required levels stated under ASTM D 4956 requirements and Federal Highway Administration FP-92, Section 718, FHWA Standard Specifications for Construction of Bridges and Highways on Federal Projects. Retro-reflective sheeting must maintain retro-reflectivity readings at or above readings stated in product warranties supplied with this contract.

Required product performance and warranty must apply when used with all substrates as identified below:

1. **Extruded Aluminum:** Extruded aluminum panels conforming to ASTM B 221, Alloy 6063-T6 for reflective sheeting backgrounds.
2. **Sheet Aluminum:** Sheet aluminum used for flat aluminum signs, conforming to ASTM B 209 M (B 209), Alloy 6061-T6 or 5052-H38 with an alodine1200 finish.
3. **Plywood:** Simpson, Guardian (HDO) (Sign Grade), conforming to Plywood Commercial Standards CS45-60, CS122-60 and CS259-63, published by the U.S. Department of Commerce. Plywood veneers are bonded with 100% waterproof phenolic resin glue.

**Training and Technical Assistance:**

Contractor shall be required to provide, at no expense to the state, a minimum of 1 day on site instruction in Boise, Idaho for all new materials introduced under this contract that have specialized requirements in regard to application or use that differs from similar products manufactured by other suppliers.

Contractor shall provide technical assistance via phone or in person as required, within 48 hours of being notified of the need for assistance.

Contractor shall provide with bid submittal a list of available technical experts, contact phone numbers and e-mail addresses along with available technical services in regard to all products and related items under this contract.

Contractor shall identify the individual assigned as the product representative who shall be the main contact for the Idaho Transportation Department in regard to this contract, and who will be required to make a minimum of one (1) on-site visit every 6 months for the duration of the contract. Contractor shall notify Brett Purvis, Contract Administrator at (208) 334-8372 in advance, if the [main] assigned product representative has changed. *Bid will be found non-responsive if information is not included with your bid documents.*

**Certification and Product Warranty:**

A notarized letter of compliance (either from the manufacturer or bidder) shall accompany bid certifying that the materials proposed to be supplied meet or exceed the requirements of these specifications.

Full warranty statements must be provided for all proposed products clearly stating warranty conditions and terms.

*Bid will be found non-responsive if information is not included with your bid documents.*

## **II. CONTRACT TERMS & CONDITIONS**

### **1. STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION**

The Standard Specifications for Highway Construction (ITD 2004) and any updates are incorporated by reference where applicable to this project. The Idaho Transportation Department's Standard Specifications for Highway Construction manual is available to the Contractor for \$30.00 plus tax. Contact the Idaho Transportation Department at 334-8430 to purchase.

### **2. CONTRACT ADMINISTRATION**

Unless otherwise modified by this Invitation to Bid, the contract and work for the project shall be administered in accordance with ITD's 2004 Standard Specifications for Highway Construction. The most current version of ITD's Supplemental Specifications to the 2004 Standard Specifications shall also apply

### **3. CONTRACT AWARD**

Contract award will be "all or none", based on the lowest price for the grand total of Groups 1, 2 and 3. Only one (1) contract will be awarded.

### **4. CONTRACT TERM**

Provided that the contractor performs to the satisfaction of the State; the term of this contract shall consists of one (1) year with the option to renew for two (2) additional, one (1) year terms, with mutual agreement between the Department and the Contractor.

### **5. DELIVERY REQUIREMENTS / INFORMATION**

- ALL Signing Material shall be delivered F.O.B. to the ITD Sign Shop Dock, located at: 8150 Chinden Blvd., Boise, Idaho 83714-1367.
- Main Contact: Brett Purvis, Sign Shop, 208 334 8372
- ALL orders will be net-30 days ARO.

### **6. ADJUSTMENTS**

Price adjustments may be required or the contract terminated if it is determined by the State that any or all conditions of this contract have not been met to the satisfaction of the State.

### **7. PAYMENT REQUIREMENTS**

The Contractor will be paid in accordance with the bid schedule. Payments otherwise due may be withheld on account of substandard or defective work not remedied.

#### **8. TERMINATION**

Should the Contractor neglect to prosecute the work properly, or fails to perform any provision of the contract, the Department, after seven (7) days from written notice to the Contractor, may without prejudice to any other remedy they may have, make good the deficiencies and may deduct the cost thereof from the payment then or thereafter due to the Contractor or, at its option, may terminate the contract and take possession of all materials, tools, fixtures and furnish the work by such means as the Department sees fit, and if the unpaid balance of the contract price exceeds the expense of finishing the work, such excess shall be paid to the Contractor, but if such expense exceeds such unpaid balance, the Contractor's surety shall pay the difference to the Department.

#### **9. COMPLIANCE**

If a formal and written complaint is registered with the Contractor in respect to unsatisfactory work performance, the Contractor will have 72 hours in which to respond in person to the complaint, to remedy the problem(s). Failure to respond in the prescribed time to the complaint or to remedy the problem may result in termination of the contract as provided in Section 10 Termination.

If the Highway Operations and Safety Engineer is not satisfied with the results and remediation of the complaint, periodic and joint inspections with the Contractor may be required to discuss and point out Contractor's violations. Failure of the Contractor or his designated representative to attend these inspections may result in termination of the contract.

#### **10. FORCE MAJEURE**

Neither party shall be liable or deemed to be in default for any Force Majeure delay in shipment or performance occasioned by unforeseeable causes beyond the control and without the fault or negligence of the parties, including, but not restricted to, acts of God or the public enemy, fires, floods, epidemics, quarantine, strikes, freight embargoes, or unusually severe weather, provided that in all cases the Contractor shall notify the State promptly in writing of any cause for delay and the State concurs that the delay was beyond the control and without the fault or negligence of the Contractor. The period for the performance shall be extended for a period equivalent to the period of the Force Majeure delay. Matters of the Contractor's finances shall not be a Force Majeure.

#### **11. INDEMNIFICATION**

The Contractor shall indemnify, save harmless, and defend regardless of outcome, the State from the expenses of and against all suits, actions, claims, or costs, expenses, and attorney fees that may be incurred because of any injuries or damages received or sustained by any person, persons, or property on account of the operations of the Contractor or their subcontractors; or on account of or in consequence of any neglect in safeguarding the work; or through use of unacceptable materials in the work; or because of any act or omission, neglect, or misconduct of the Contractor or their subcontractors; or because of any claims or amounts recovered from any infringements of patent, trademark, or copyright; or from any claims or amounts arising or recovered under the Worker's Compensation Act or any other law, ordinance, order or decree.

#### **12. ILLEGAL ALIENS**

The contractor warrants that any contract resulting from this solicitation is subject to Executive Order 2006-04 ([http://gov.idaho.gov/mediacenter/execorders/eo06/eo\\_2006-40.html](http://gov.idaho.gov/mediacenter/execorders/eo06/eo_2006-40.html)); it does not

knowingly hire or engage any illegal aliens or persons not authorized to work in the United States; it takes steps to verify that it does not hire or engage any illegal aliens or persons not authorized to work in the United State; and that any misrepresentation in this regard or any employment of person not authorized to work in the United States constitutes a material breach and shall be cause for termination of

### **13. SOLICITATION INSTRUCTIONS**

The State of Idaho's Standard Terms and Conditions and Solicitation Instructions to Vendors are incorporated herein by reference. The State's Standard Terms and Conditions and Solicitation Instructions to Vendors are available at the following sites:

<http://adm.idaho.gov/purchasing/purchasingrules.html>

Solicitation Instructions to Vendors can be found at

[http://adm.idaho.gov/purchasing/TCs/Solicitation\\_Instructions.pdf](http://adm.idaho.gov/purchasing/TCs/Solicitation_Instructions.pdf)

The Conditions & Instructions to Vendors shall apply to this solicitation and the State of Idaho Standard Contract Terms & Conditions shall apply to any contract resulting from this solicitation. Failure by any submitting vendor to obtain a copy of such shall in no way constitute or be deemed a waiver by the State of either document, or any part of them. No liability will be assumed by the Division of Purchasing for a submitting vendor's failure to consider the Terms & Conditions in its response to the solicitation.

### **14. PUBLIC AGENCY CLAUSE**

Contract prices shall be extended to other "Public Agencies" as defined in Section #67-2327 of the Idaho Code, which reads: "Public Agency" means any city or political subdivision of this state, including, but not limited to counties; school districts; highway districts; port authorities; instrumentalities of counties; cities or any political subdivision created under the laws of the State of Idaho. It will be the responsibility of the "Public Agency" to independently contract with the vendor and/or comply with any other applicable provisions of the Idaho Code Governing Public Contracts.

NOTE: Stating 'No' does not find your bid non-responsive.

Yes\_\_\_\_\_

No\_\_\_\_\_

### **15. INSURANCE REQUIREMENTS**

If awarded, the contractor shall provide proof of the following required insurance as follows:

The Contractor shall carry such public liability and property damage insurance that will protect them and the State of Idaho from claims for damages for bodily injury, including accidental death, as well as for claims for property damages, which may arise from operations under the contract whether such operations be by themselves or by anyone directly or indirectly employed by either of them.

The Contractor shall not commence work under the contract until he obtains all insurance required under this provision and furnishes a certificate or other form showing proof of current coverage to the State. All insurance policies and certificates must be signed copies. After work commences, the Contractor will keep in force all required insurance until the contract is terminated.

The following is a brief explanation of the required insurance coverage's.

1. **Worker's Compensation:** The CONTRACTOR and all employers providing work, labor or materials under this contract, are subject employers under the Idaho Worker's Compensation Law, and shall comply with Idaho Statutes regarding Worker's Compensation.

For the duration of this Contract, and until all work specified herein is complete, the CONTRACTOR and all employers providing work, labor or materials under this contract, shall provide Idaho Worker's Compensation coverage that satisfies Idaho law for all their subject workers.

The CONTRACTOR must provide either a Certificate of Idaho Workers' Compensation Insurance issued by a surety licensed to write Idaho Workers' Compensation Insurance in the State of Idaho, as evidence that the CONTRACTOR has in effect a current Idaho Workers' Compensation Insurance policy, or an extraterritorial certificate approved by the Idaho Industrial Commission from a State that has a current reciprocity agreement with the Industrial Commission.

2. **Employer's Liability:** This coverage is written in conjunction with Worker's Compensation and provides insurance for the employer's liability to its employees in circumstances where the injury is not covered by the Worker's Compensation law and the employer may be subject to common law liability. Employer's liability insurance shall be a minimum amount of \$100,000 per occurrence.

3. **Liability Insurance:** For the duration of the Contract and until all work specified in the Contract is completed, the CONTRACTOR shall have and maintain, at CONTRACTOR'S expense, the liability insurance set forth below and shall comply with all limits, terms and conditions of such insurance. Work under this Contract shall not commence until evidence of all required insurance is provided to the Department. Evidence of insurance shall consist of a completed certificate of insurance signed by the insurance agent for the CONTRACTOR and made a part of this Contract.

4. **Commercial General Liability Insurance:** The CONTRACTOR shall have and maintain Commercial General Liability (CGL) Insurance covering bodily injury and property damage. This insurance shall include personal injury liability coverage; blanket contractual liability coverage for the indemnity provided under this Contract and products/completed operations liability. The combined single limit per occurrence shall not be less than \$1,000,000 or the equivalent. Each annual aggregate limit shall not be less than \$1,000,000, when applicable, and will be endorsed to apply separately to each job site or location.

5. **Automobile Liability Insurance:** The Contractor shall obtain, at the Contractor's expense, and keep in effect during the entire term of the contract, Automobile Liability Insurance covering owned, non-owned and hired vehicles. This coverage may be written in combination with Commercial General Liability Insurance. Combined single limit per occurrence shall not be less than \$1,000,000.

## **16. ADDITIONAL INSURANCE REQUIREMENTS**

**State of Idaho as Additional Insured:** The liability insurance coverage required for performance of the Contract shall include the State of Idaho, the Idaho Transportation Department and its division, officers and employees as additional insured, but only with respect to the CONTRACTOR'S activities to be performed under this Contract.

**Notice of Cancellation or Change:** The CONTRACTOR shall ensure that all policies of insurance are endorsed to read that there shall be no cancellation, material change, potential exhaustion of

aggregate limits or intent not to renew insurance coverage(s) without sixty (60) days prior written notice from the CONTRACTOR or its insurer to the Idaho Transportation Department. CONTRACTOR shall further ensure that all policies of insurance are endorsed to read that any failure to comply with the reporting provisions of this insurance, except for the potential exhaustion of aggregate limits, shall not affect the coverage(s) provided to the State of Idaho, Transportation Department and its divisions, officers and employees.

### **III. BID GUIDELINES**

#### **1. PERFORMANCE**

Submission of a quote by any Contractor shall be accepted as prima facie evidence that they have satisfied themselves as to the nature and location of the work and all other matters, which can in any way affect the work or cost thereof under the contract. Any failure of the Contractor to acquaint them with all available information, including a physical survey of the site of the proposed work, shall not relieve them from successfully performing all the work required.

Oral explanations, instructions and interpretations given to bidders prior to award of contract will not be binding. It is the Department's intent to provide all bidders equal opportunity to access and acquire all available pertinent information necessary to formulate a responsive bid. Any information, specifications, plans, data or interpretations which the Department discovers is lacking and may be important to all bidders will be furnished to all bidders in the form of an addendum, the receipt of which shall be acknowledged.

#### **2. BIDDING REQUIREMENTS AND CONDITIONS**

Quotes will be received at the time and place stated on the Signature Page. Timely receipt of Quotes will be determined by the date and time the Quote is received at the address specified. Hand delivery is encouraged to ensure timely receipt. No Quote will be accepted after the time indicated. All material that is submitted in accordance with this solicitation becomes the property of the State of Idaho and will not be returned.

The bidder shall submit their quote upon the forms furnished by the Department. In the Quotation Schedule, the bidder shall specify a unit price in figures for each pay item for which a quantity is given and show the products of the respective unit prices and quantities written in figures in the column "Amount Bid," and the total amount of the quote obtained by adding the amounts of the several items. In the event of a discrepancy between unit bid prices and extensions, the unit bid price shall govern. All figures shall be written in blue ink or typed. Penciled entries will not be accepted. If entries are in pencil, the bid shall be considered irregular and the bid will be rejected. FAX QUOTES ARE ACCEPTABLE.

The quote shall be signed with an original signature by the individual or agency authorized to sign and submit this quote for the bidder. The bid signature page must include the bidder name and address and the state and address in which the business is domiciled.

#### **3. IRREGULAR QUOTE**

Quotes will be considered non-responsive and shall be rejected for the following reasons:



1. If the quote Form(s) are on a form other than that furnished by the State or if the form is altered or any part thereof is detached.
2. If there are unauthorized additions, conditional or alternate bids, omission of addenda, or irregularities of any kind, which tend to make the bid incomplete, indefinite, or ambiguous as to its meaning.
3. If the bidder adds any provisions reserving the right to accept or reject an award, or to enter into a contract pursuant to an award.
4. If the Quotation Schedule does not contain a unit price for each pay item listed except in the case of alternate pay items.
6. If the Signature Page is not signed with an original signature.
7. If Addendums are not signed (with an original signature) and returned with the Quotation Documents.

#### **4. DISQUALIFICATION OF BIDDERS**

Any of the following reasons may be considered as being sufficient for the disqualification of a bidder and the rejection of their bid or bids:

1. More than one bid, for the same work from an individual, partnership or corporation under the same name or a different name.
2. Evidence of collusion among bidders. Participants in such collusion will receive no recognition as bidders for any future work of the State until any such participant shall have been reinstated as a qualified bidder.

#### **5. CONSIDERATION OF QUOTE**

After the quotes are opened and read, they will be compared on the basis of the summation of the products of the approximate quantities shown in the quotation schedule by the unit bid prices. The results of such comparisons will be available <http://itd.idaho.gov>, *'Doing Business with ITD', Bids and Contract Information, ITD Goods and Services*. The right is reserved to reject any or all quotes, to waive technicalities, to advertise for new quotes, or to proceed to do the work otherwise, if, in the judgment of the Department, it is in the best interest of the State.

#### **6. BIDDER CHALLENGE TO DEPARTMENT DETERMINATION**

A bidder who did not submit the lowest responsible bid as determined by the Department may within five (5) calendar days of the opening file a written application to challenge the Department's determination of the lowest responsible bidder and apply to the Department's chief engineer for the appointment of a hearing officer to hold a contest case hearing. The application shall set forth in specific terms the reasons why the Department's decision is thought to be erroneous.

#### **7. EXECUTION / AWARD OF THE CONTRACT**

The award of contract, if it is awarded, will be made within **15 calendar days** after the Intent to Award Notice letter has been mailed to the lowest responsive bidder whose bid complies with all

requirements prescribed. However, the award may be deferred beyond **15 calendar days** by mutual written agreement between the Department and the lowest responsive bidder.

The contract shall be signed by the lowest responsive responsible bidder and returned **within 15 calendar days** after the bidder has received the contract. If the contract is not executed by the State within **15 calendar days** following receipt from the bidder of the signed contracts, the bidder shall have the right to withdraw their bid without penalty. No contract shall be considered as effective until it has been fully executed by all of the parties thereto.

#### **8. FAILURE TO EXECUTE CONTRACT**

Failure to execute the contract within **15 calendar days**, after the contract has been received by the bidder, shall be just cause for the cancellation of the award of contract. Award may then be made to the next lowest responsible bidder or the work may be re-advertised or otherwise, as the Department may decide.

#### **9. QUOTATION SUBMISSION**

The vendor shall submit the following, for quote to be accepted.

- A. Quotation Schedule must be downloaded and completed as required.
- B. Enter the Grand Total of Groups 1, 2, & 3 in the "Unit price in US Dollars and Cents" on the Quotation Schedule.
- C. Vendor must attach ALL required documents with their bid.
- D. ALL Vendors submitting responses must sign and return the signature page with your quote, all quotations must be received by 5:00 P.M (Mountain Time) on August 15, 2008

**IDAHO TRANSPORTATION DEPARTMENT  
QUOTATION SCHEDULE  
HIGHWAY SIGNING MATERIALS  
(Retroreflective Sheeting and Process Colors/Inks)**

**GROUP #1**

ASTM D 4956 TYPE IV (Retroreflective) Sheeting with Pressure Sensitive Adhesive  
Silver/White, Yellow, Red, Blue, Green, Brown, Fluorescent Yellow Green (FYG), Fluorescent Orange

**TYPE IV REFLECTIVE SHEETING**

ITEM #	DESCRIPTION	UNIT PRICE	PRICE PER SQ. FT.	EXTENDED PRICE
1	¾" x 50 yards			
2	5/8" x 50 yards			
3	1" x 50 yards			
4	2" x 50 yards			
5	4" x 50 yards			
6	6" x 50 yards			
7	12-3/4" x 100 yards			
8	18" x 50 yards			
9	24" x 50 yards			
10	30" x 50 yards			
11	36" x 50 yards			
12	48" x 50 yards			

SUBTOTAL: \$ \_\_\_\_\_

**TYPE IV PROCESS COLORS/INKS**

ITEM #	DESCRIPTION	PRICE PER GALLON	EXTENDED PRICE
1	Interstate Green 3M #888I or equal		
2	Interstate Blue 3M #883I or equal		
3	Stop Sign Red 3M #882I or equal		
4	Brown 3M #887I or equal		
5	Construction Orange 3M #886I or equal		
6	Process Color Thinner 3M #819I or equal		
7	Black (Opaque) #885I		

SUBTOTAL: \$ \_\_\_\_\_

**NOTE: Shall be compatible with 3M sheeting and furnished by the Contractor under the contract regardless of source or process paint. Process Colors (and Thinner) for use on TYPE IV (Retroreflective) Sheeting.**

**GROUP #1**

ASTM D 4956 White/Silver Type IV (Retroreflective), "C" and "D" Sign Copy/Letters with Pressure Sensitive Adhesive. ALL letters SHALL be Standard Highway Font in Standard Package of Characters.

**WHITE/SILVER TYPE IV (RETROREFLECTIVE) LETTERS**

	<b>SERIES 'C'</b>	<b>PRICE PER PACKAGE</b>	<b>SERIES 'D'</b>	<b>PRICE PER PACKAGE</b>
Height	<b>4"</b>		<b>4"</b>	
Width	2-3/16"		2-11/16"	
Stroke Width	9/16"		5/8"	
Height	<b>6"</b>		<b>6"</b>	
Width	3-9/32"		4-1/32"	
Stroke Width	27/32"		15/16"	
Height	<b>8"</b>		<b>8"</b>	
Width	4 ¾"		4 7/8"	
Stroke Width	1 1/8"		1 ¼"	
	<b>SERIES "C"</b>		<b>SERIES "D"</b>	
	<b>Sub Total</b>	\$	<b>Sub Total</b>	\$

**GRAND TOTAL SERIES "C" & "D" \$** \_\_\_\_\_

Black (Non-Reflective) Letters with Pressure Sensitive Adhesive. ALL letters SHALL be Standard Highway Font in Standard Package of Characters.

**BLACK (NON-REFLECTIVE) LETTERS**

	<b>SERIES 'C'</b>	<b>PRICE PER PACKAGE</b>	<b>SERIES 'D'</b>	<b>PRICE PER PACKAGE</b>
Height	<b>4"</b>		<b>4"</b>	
Width	2-3/16"		2-11/16"	
Stroke Width	9/16"		5/8"	
Height	<b>6"</b>		<b>6"</b>	
Width	3-9/32"		4-1/32"	
Stroke Width	27/32"		15/16"	
Height	<b>8"</b>		<b>8"</b>	
Width	4 ¾"		4 7/8"	
Stroke Width	1 1/8"		1 ¼"	
	<b>SERIES 'C'</b>		<b>SERIES 'D'</b>	
	<b>Sub Total</b>	\$	<b>Sub Total</b>	\$

**COMBINED TOTAL SERIES 'C' & 'D' \$** \_\_\_\_\_

**GROUP #1**

ASTM D 4956 Type IX or Greater, White/Silver Direct Applied (Retroreflective) Series "E" Modified Sign Copy/Letters with Pressure Sensitive Adhesive in Standard Interstate Highway Font.

**WHITE/SILVER TYPE IX (RETROREFLECTIVE) LETTERS**

Letter Description and Size	Price Per Each
8" Capital and Lower Case Letters Only	
10" Capital Letters Only	
12" Capital Letters Only	
13.33" Capital and Lower Case Letters Only	
16" Capital and Lower Case Letters Only	
18" Numbers Only	
Borders Type IX	Price Per Each
1" Borders	
2" Borders	

**SERIES "E" Sub Total \$**\_\_\_\_\_

**SUBTOTALS' GROUP #1**

Total Type IV Reflective Sheeting	\$
Total Type IV Process Colors/Inks	\$
Total Type IV White/Silver (Retroreflective) Letters	\$
Total Black (Non-Reflective) Letters	\$
Total Type IX White/Silver (Retroreflective) Letters	\$

**GRAND TOTAL – GROUP #1 \$**\_\_\_\_\_

## **GROUP #2**

Work Zone; Reboundable **Type III** Retroreflective Sheeting with High Tack Pressure Sensitive Adhesive  
This Sheeting is intended for use on work zone traffic control devices with reboundable plastic substrate such as: cones, tubular markers, drums, and snow poles.

- A. White, Yellow, Orange – must conform to ASTM D 4956 Supplementary Requirements for Reboundable sheeting.

### **WORK ZONE REBOUNDABLE SHEETING**

ITEM #	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	1" x 50 yards		
2	2" x 50 yards		
3	3" x 50 yards		
4	4" x 50 yards		
5	5" x 50 yards		
6	6" x 50 yards		
7	7" x 50 yards		
8	8" x 50 yards		
9	9" x 50 yards		
10	10" x 50 yards		
11	11" x 50 yards		
12	12" x 50 yards		

**GRAND TOTAL GROUP #2 \$**\_\_\_\_\_

## **GROUP #3**

Specifications for ASTM D 4956 TYPE III OR GREATER Retroreflective Barricade Sheeting

- A. Reflective sheeting shall have High Tack Pressure sensitive adhesive.
- B. Pre-stripped barricade sheeting shall be supplied in 8" and 12" x 50 yd. rolls consisting of left and right hand markings with alternating 6" x 45" degree diagonal (orange & white) or (red & white) stripes.

### **BARRICADE SHEETING**

DESCRIPTION	UNIT PRICE
Rolls (more or less) Barricade Sheeting Left 8" x 50 yards	
Rolls (more or less) Barricade Sheeting Right 8" x 50 yards	
Rolls (more or less) Barricade Sheeting Left 12" x 50 yards	

DESCRIPTION	UNIT PRICE
Rolls (more or less) Barricade Sheeting Right 12" x 50 yards	
Rolls (more or less) Barricade Sheeting Left 48" x 50 yards	
Rolls (more or less) Barricade Sheeting Right 48" x 50 yards	

**GRAND TOTAL GROUP #2 \$**\_\_\_\_\_

CONTRACT BID SUB TOTALS	
Sub Total Group #1	\$
Sub Total Group #2	\$
Sub Total Group #3	\$

**GRAND TOTAL (GROUPS 1, 2, & 3) \$**\_\_\_\_\_

### **CONTRACT AWARD TO BE "ALL OR NONE"**

ALL PAGES OF YOUR QUOTATION SCHEDULED MUST BE RETURNED  
SIGN WITH AN ORIGINAL SIGNATURE AND DATED

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

## TRAINING & TECHNICAL ASSISTANCE

List the 'Main Product Representative' assigned to perform on-site visits every six (6) months for the duration of the contract term. \*List two alternatives if applicable.

**Main Product Representative (PLEASE PRINT):** \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Area Code/Phone Number: \_\_\_\_\_

\*\*\*\*\*

**Alternate Product Representative (PLEASE PRINT):** \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Area Code/Phone Number: \_\_\_\_\_

\*\*\*\*\*

**Alternate Product Representative (PLEASE PRINT):** \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Area Code/Phone Number: \_\_\_\_\_

THIS PAGE MUST BE RETURNED WITH YOUR QUOTE DOCUMENTS.



IDAHO TRANSPORTATION DEPARTMENT  
**QUOTE SUBMISSION**

The above noted items must be submitted no later than **August 25, 2008 @ 5:00 P.M.** (Mountain Time).  
Quotations can be submitted by mail, e-mail or by facsimile and must include an original signature. Submit  
quotations attention: **Evey McAdams**

Mailing Address:  
Idaho Transportation Department  
P.O. Box 7129  
Boise ID 83707-1129

Courier delivery address:  
Idaho Transportation Department  
3311 West State  
Boise ID 83703

E-mail:  
[evey.mcadams@itd.idaho.gov](mailto:evey.mcadams@itd.idaho.gov)

Fax:  
208-332-4109  
208-334-8824

The undersigned hereby offers to sell to **Idaho Transportation Department** the specified property and/or services, if this quote is accepted within a reasonable time from date of closing, at the price shown in our quote and under all the terms and conditions contained in, or incorporated by reference, into the **Idaho Transportation Department** solicitation.

Submission of a quote to Idaho Transportation Department shall be deemed an offer to sell the specified services at the price shown in the quote and under the State of Idaho's terms and conditions found at the following site: <http://adm.idaho.gov/purchasing/purchasingrules.html>

No liability will be assumed by the Idaho Transportation Department for a vendor's failure to obtain the terms and conditions in a timely manner for use in the vendor's response to this solicitation or any other failure by the vendor to consider the terms and conditions in their response to the solicitation.

As the undersigned, I certify that qualifications, licenses, certifications and other specifications so required in this solicitation are met.

As the undersigned, I also certify I am authorized to sign this quote for the vendor and the solicitation is made without connection to any person, firm, or corporation submitting a quote for the same goods and/or services and is in all respects fair and without collusion or fraud.

**IDAHO TRANSPORTATION DEPARTMENT  
SIGNATURE PAGE**

Idaho Transportation Department  
Business and Support Management / Purchasing Unit  
3311 West State Street  
Boise, Idaho 83703

**REQUISITION #: K-074330**

**TITLE: HIGHWAY SIGNING MATERIALS – RETROREFLECTIVE SHEETING INCLUDING PROCESS COLORS/INKS**

This RFQ response is submitted in accordance with all documents and provisions of the specified requisition number and title detailed above. By my signature below I accept the terms and conditions as incorporated into this solicitation and the solicitation instructions to vendors. As the undersigned, I certify I am authorized to sign and submit this response for the Offeror and the submission is made without connection to any person, firm, or corporation submitting a quote for the same goods and/or services and is in all respects fair and without collusion or fraud.

FEDERAL IDENTIFICATION # \_\_\_\_\_

Company Name: \_\_\_\_\_

State of Domicile: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

If not domiciled in the State of Idaho, please provide an address where business is conducted in the State of Idaho:

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Offeror Signature/Authorized Signature

Date

\_\_\_\_\_

\_\_\_\_\_

Name (Please Print)

\_\_\_\_\_

BY SIGNING, OFFEROR ACKNOWLEDGES ITS RESPONSIBILITY FOR ANY ADDENDA THAT HAVE BEEN ISSUED FOR THIS SOLICITATION AND WILL COMPLY WITH ALL THE TERMS, CONDITIONS, AND SPECIFICATIONS OF THIS SOLICITATION.

**THIS PAGE MUST BE SIGNED, WITH AN ORIGINAL SIGNATURE, AND RETURNED WITH YOUR QUOTATION DOCUMENTS!**